

MICHAEL P. STUPINSKI
First Selectman

STATE OF CONNECTICUT • COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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PETER J. CHARTER
Deputy First Selectman

LAURIE E. BURSTEIN
ANN L. HARFORD
A. LEO MILLER, JR.
JAMES M. PRICHARD
JOHN W. TURNER

BOARD OF SELECTMEN
Monday, September 15, 2008
Town Hall – Meeting Hall

SELECTMEN PRESENT: Peter Charter, A. Leo Miller, James Prichard, Michael Stupinski and John Turner

SELECTMAN ABSENT: Laurie Burstein and Ann Harford

OTHERS PRESENT: Nicholas DiCorleto, Finance Officer; Peter Michaud, Director of Public Works; Michael Varney, EVFD Chief [and other representatives of EVFD]; Peter Hany, EVAC President; Robert Dawson of Russell & Dawson Architects & Engineers; Dale Roberson, BOE Chair; Residents: David Hurley and David Sirag; Max Bakke, JI Reporter

MINUTES

I. CALL TO ORDER:

First Selectman Stupinski called the meeting of the Board of Selectmen (BOS) to order at 7:30 p.m.

II. CITIZENS' FORUM:

David Sirag, 4 Rothe Lane, addressed the BOS. He questioned how the new trash system was adopted, as some time ago the general opinion of residents was against this new system. Mr. Sirag also proposed that the Town put something in place to address any overflow issues that may arise during the holidays where people will have more than their usual amount of trash that may not fit in the trash barrels. He suggested that a central overflow location be considered where residents can dispose of additional trash in a dumpster.

Mr. Stupinski stated that there was never an official vote of residents regarding the new trash system, an informal survey was done. He added that he would look into the "overflow" suggestion.

Mr. Hurley, 13 Standish Road, addressed the BOS. He stated that he also serves as Chairman of the Conservation Commission and is a consultant with an engineering firm. He strongly recommends that the Town consider hiring a full-time engineer who would also serve as a Public Works Director. Some other towns have this in place. This would be beneficial to staff and residents. An in-house, full time engineer could assist with grant applications and provide advice on technical/drainage issues that arise. He felt that this was a good time to consider this as the current Public Works Director is retiring.

III. APPROVAL OF MINUTES:

A. August 18, 2008 Board of Selectmen Meeting:

MOVED (CHARTER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPROVE THE BOARD OF SELECTMEN MEETING MINUTES OF AUGUST 18, 2008.

IV. UNFINISHED BUSINESS:

A. Housing Rehab Program – Vote on 8/18/08 Motion/Lead Inspection Services Contract:

Mr. Stupinski stated he did not receive any additional information on this from Community Opportunities Group. This item will be tabled to the October 20, 2008 BOS meeting.

B. Appoint Representatives to Ad Hoc POCD Implementation Committee:

No recommendations for appointment were received. Table to October 20, 2008.

C. Pinney House Restoration Project – Permanent Building Committee Charge:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO REQUEST THAT THE PERMANENT BUILDING COMMITTEE SUPERVISE THE RESTORATION OF THE PINNEY HOUSE AND ADMINISTRATION OF THE STEAP GRANT FOR THAT PURPOSE.

Mr. Stupinski stated that he scheduled a meeting tomorrow [September 16] with representatives of the State Department of Economic and Community Development, the Finance Officer, Permanent Building Committee (PBC) Chairman and representatives of the Pinney House Preservation Committee and Atty. Ryan to discuss the restoration project.

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADD TO NEW BUSINESS ITEM E, *RESOLUTIONS AUTHORIZING FIRST SELECTMAN TO SIGN GRANT DOCUMENTS* AND ITEM F, *EVFD – CONSIDER ENTERING INTO LEASE FOR PURCHASE OF AERIAL/PUMPER*.

V. NEW BUSINESS:

A. Tax Refunds/Abatements:

MOVED (CHARTER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPROVE THE TAX REFUNDS IN THE AMOUNT OF \$3,343.28, AS RECOMMENDED BY THE TAX COLLECTOR AND AS SPECIFIED IN THE REFUNDS/ABATEMENTS STATEMENT FOR SEPTEMBER, 2008. **(Attached)**

B. Re-establish Ad Hoc Drug Free Graduation Party Committee:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO RE-ESTABLISH THE AD HOC DRUG FREE GRADUATION PARTY COMMITTEE FOR ANOTHER YEAR TO SEPTEMBER 30, 2009.

C. Award Bid – Ambulance Building Expansion Project:

MOVED (CHARTER), SECONDED (MILLER) TO AWARD THE BID FOR THE AMBULANCE FACILITY EXPANSION PROJECT TO GENERAL BUILDERS OF WETHERSFIELD, CT, IN AN AMOUNT NOT TO EXCEED \$350,000, AS RECOMMENDED BY RUSSELL AND DAWSON ARCHITECTURE AND ENGINEERING IN LETTER DATED SEPTEMBER 8, 2008. **(Attached)**

Mr. Miller noted that the three low bids were very close. Mr. Dawson stated that General Builders was selected as this contractor was willing to drop \$5,000 from his bid to stay within the Town's budget. One of the low bidders was not willing to do this and the other low bidder said he would consider it, but did not pursue. There also may be additional options from General Builders that could result in further savings. He added that he was familiar with General Builders' work, which is very good.

Mr. Turner questioned whether the PBC will be involved with this project. Mr. Stupinski stated that PBC did not feel it necessary to get involved with this project.

VOTE: PASSED UNANIMOUSLY, BY THOSE PRESENT.

D. Winterfest Committee – Request to Close Church Street:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO GRANT THE REQUEST OF THE WINTERFEST FACILITATOR TO CLOSE CHURCH STREET ON SATURDAY, DECEMBER 6, 2008 BETWEEN THE HOURS OF 4:00 P.M. AND 7:00 P.M. FOR THE 2008 WINTERFEST EVENT.

E. Resolutions Authorizing First Selectman to Sign Grant Documents:

1. State Department of Social Services Special Funding Initiative:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADOPT THE FOLLOWING RESOLUTION:

RESOLVED: THAT MICHAEL P. STUPINSKI, FIRST SELECTMAN, TOWN OF ELLINGTON, IS HEREBY AUTHORIZED TO MAKE, EXECUTE AND APPROVE ON BEHALF OF THE TOWN OF ELLINGTON, ANY AND ALL CONTRACTS AND AMENDMENTS AND TO EXECUTE AND APPROVE ON BEHALF OF THE TOWN OF ELLINGTON OTHER INSTRUMENTS, A PART OF OR INCIDENT TO SUCH CONTRACTS AND AMENDMENTS EFFECTIVE UNTIL OTHERWISE ORDERED BY THE GOVERNING BODY.

2. State Library Historic Documents Preservation:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADOPT THE FOLLOWING RESOLUTION:

RESOLVED: THAT MICHAEL P. STUPINSKI, FIRST SELECTMAN OF THE TOWN OF ELLINGTON, IS EMPOWERED TO EXECUTE AND DELIVER, IN THE NAME AND ON BEHALF OF THE TOWN OF ELLINGTON, A CONTRACT WITH THE CONNECTICUT STATE LIBRARY FOR AN HISTORIC DOCUMENTS PRESERVATION GRANT.

3. Federal Emergency Management Performance Grant:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADOPT THE FOLLOWING RESOLUTION:

RESOLVED: THAT THE FIRST SELECTMAN, MICHAEL P. STUPINSKI, BE AND HEREBY IS AUTHORIZED TO ACT ON BEHALF OF THE TOWN OF ELLINGTON IN EXECUTING A MEMORANDUM OF UNDERSTANDING WITH THE STATE OF CONNECTICUT, DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY FOR PARTICIPATION IN THE FY 2009 EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM.

F. EVFD – Consider Entering into Lease for Purchase of Aerial/Pumper:

MOVED (CHARTER), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ENTER INTO A FIVE-YEAR LEASE AT 4.42% WITH NAVISTAR LEASING SERVICES CORPORATION FOR THE PURCHASE OF THE EVFD AERIAL/PUMPER REPLACEMENT IN THE AMOUNT OF \$890,000 AND TO AUTHORIZE THE FIRST SELECTMAN TO EXECUTE ANY NECESSARY PAPERWORK. FURTHER, PENDING BOARD OF FINANCE APPROVAL, TO AUTHORIZE THE FIRST SELECTMAN TO WARN A SPECIAL TOWN MEETING FOR OCTOBER 20, 2008 AT 7:15 P.M. AT THE ELLINGTON TOWN HALL FOR CONSIDERATION OF ABOVE-NOTED PURCHASE.

VI. ADMINISTRATIVE REPORTS: So noted, except as follows:

K. Tax Collector:

Mr. Turner questioned the course of action that is taken for the collection of outstanding taxes. Mr. DiCorieto stated that the Tax Collector takes aggressive action in collecting outstanding taxes including: setting up payment plans [for those who show evidence of hardship]; placing liens on homes; notifying DMV of unpaid motor vehicle taxes [cannot register car unless taxes are paid]. In addition, a recently passed ordinance, as recommended by the Tax Collector, now allows placing a lien on a home for outstanding trash taxes.

VII. SELECTMEN COMMITTEE REPORTS:

A. Personnel Committee:

1. Resignations: None

2. Appointments:

MOVED (MILLER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO APPOINT LIAM O'REILLY TO THE AD HOC DRUG ABUSE PREVENTION COUNCIL/YOUTH SERVICES ADVISORY BOARD TO AUGUST 31, 2009.

MOVED (MILLER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO REAPPOINT NANCY LEMEK AS LAND RECORDS INSPECTOR FOR A ONE-YEAR TERM TO SEPTEMBER 30, 2009.

MOVED (MILLER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY BY THOSE PRESENT TO APPOINT PAUL SHUPE TO THE PERMANENT BUILDING COMMITTEE TO FEBRUARY 28, 2012.

VIII. SELECTMEN LIAISON REPORTS:

Mr. Miller stated he attended a Parks and Recreation Commission (PRC) meeting and was advised that a new facility at Brookside Park to house the Parks and Recreation Department is being proposed. He stated that the PRC raised concerns about vandalism at Brookside and if the Town can do more police patrolling there. Mr. Stupinski stated that the vandalism issue is being addressed and that the police department is also aware of the plans for the proposed new facility.

Mr. Turner stated that he received extensive reports regarding the milfoil issue at Crystal Lake. The Crystal Lake Association is setting up a meeting to review the reports which will be brought forward to the BOS at a future meeting.

IX. FIRST SELECTMAN REPORT:

Mr. Stupinski asked Mr. Michaud to give an update on the new trash collection system.

Mr. Michaud stated that he is finding out that there are several 2-family units requesting a second barrel; however, according to his list, these homes are considered 1-family units. He said that there is a charge for a second barrel that is requested from a 1-family unit. He asked the BOS for direction on this issue.

Mr. Michaud said he is establishing a list of these homes and is forwarding to the Tax Collector and Assessor. Mr. Turner stated that this may be an issue with zoning code compliance and the list should also be referred to the Planning and Zoning. Mr. Miller concurred that Planning and Zoning needs to be made aware of this issue.

Mr. Turner said that he was informed that there may be an issue with the trucks picking up trash on Private Roads and that some homeowners have to move the barrel to a different location. Mr. Michaud said that there is an issue with power lines on some of the private roads and that some barrels have to be placed at a different [nearby] location. Mr. Turner asked if there were any other issues on private roads and Mr. Michaud said there were none.

Mr. Michaud said that the week of the 29th [September] a special pick up of old trash cans is being done. A Press Release will go out and also notice of this will be on the Town's website.

The new blue recycling containers should be delivered sometime in November and will probably begin use of these new containers in December. The recyclables will be picked up every other week.

Mr. Turner felt that it is important to encourage people to recycle and suggested an article be placed in the next newsletter promoting recycling to help make the program successful.

Mr. Michaud also stated he has established a list of capital improvement projects for bonding that he would like the BOS to consider, as follows:

1. Town Hall vault renovation.
2. Addition to Arbor Commons Complex – an additional 900 square feet for Human Services.

3. New Parks and Recreation Department facility at Brookside Park – converting the open space part of the pavilion into office space; adding another 18 feet for a conference room; adding a gazebo or pergola with roof for picnic area. The concession stand would be relocated to the northeast corner.

Mr. Miller was concerned that athletic space would be taken up by this new facility. Mr. Michaud said that no athletics take place where the addition is being proposed.

4. Animal Control facility renovation – Russell & Dawson Architect will do the plans.
5. Town Hall addition – Moser/Pilon/Nelson will do the plans.
6. Old Crystal Lake Schoolhouse – DPW will do the renovations.
7. Town Hall generator.
8. Town Hall replacement windows.

Mr. Michaud stated that Items 1 through 7 are separate items in the Capital Improvements Budget. All projects, except the Crystal Lake Schoolhouse, are recommended for bonding projects.

Mr. Turner asked the status of the second firehouse. It has been in the Capital Improvements Budget for many years. Mr. Stupinski asked if there were recent numbers for that project. Mr. Turner said that he would find out.

Mr. Miller said that the BOS needs to review the 5-year goal plans for the departments and needs to review the 2009 Capital Improvements Program to determine projects that are critical.

Mr. Turner stated that the Crystal Lake Schoolhouse has been in and out of the Capital Improvement Budget for years, it then became a bonding project, and still nothing has been done. It would be unreasonable to re-evaluate all projects.

Mr. Stupinski stated that there are needs that need to be addressed now. A more detailed list of projects will be presented to the BOS at the October meeting and the BOS will take action on them at the November meeting.

Mr. Stupinski informed the BOS that the Board of Finance (BOF), at their last meeting, did not approve the purchase of the Green Street property. It was a unanimous vote. The purpose of the rejection of this land was that there was land given to the Town from the Crystal Lake Subdivision that could be used as park land. Mr. Stupinski thought that the land from the subdivision was to be used for open space. It needs to be determined if this land can be used for a park.

Mr. Stupinski informed the BOS on the following:

Personnel Changes: Elizabeth Waters, formerly Administrative Clerk, was promoted to Assistant Town Clerk and Lisa Houlihan, formerly Zoning & Wetlands Enforcement Officer, was promoted to Assistant Town Planner.

Five-Corners: An informational meeting, hosted by the DOT on the construction of the Roundabout, is being held on September 24th at the Center School at 7:00 p.m.

Windermere Bridge: Will not be completed until June of 2009.

Mr. Charter said that some time ago a list of town-owned properties, recommended for sale by the Conservation Commission, was provided to the BOS for consideration. He would like the BOS to review these properties at the next BOS meeting.

X. CORRESPONDENCE: None

XI. ADJOURNMENT:

MOVED (CHARTER), SECONDED (PRICHARD) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN AT 9:30 P.M.

Submitted by Carol York Approved by Michael P. Stupinski
Carol York Michael P. Stupinski

V-C

**RUSSELL
& DAWSON**
ARCHITECTURE
& ENGINEERING

330 ROBERTS STREET (EXIT 58, I-84) EAST HARTFORD, CONNECTICUT 06108-3654 PHONE (860) 289-1100 FAX (860) 289-3272

September 8, 2008

Via Fax & Mail: 860-870-3102

Mr. Micahel Stupinski
First Selectman
Town of Ellington
55 Main St.
Ellington, CT 06029

Re: **Ambulance Facility
Ellington, CT**

File: 07.125

Dear Mr. Stupinski:

Bid prices were received today for the Ambulance Facility renovation and addition at 41 Maple St. in Ellington, Connecticut.

Bidders were asked for a base bid price for the work, an alternate price to replace gutters and soffits on the existing building and for an estimated time to complete the project. A bid bond of 5% of the bid price was also requested.

10 bids were received ranging from a low of \$355,000 to a high of \$485,000 for the base bid. All bids satisfied the requirements for bidding.

The 3 low bids are as follows:

1. General Builders LLC, Wethersfield
\$355,000 base bid
\$ 3,800 Alternate
180 Days to complete
Algis Security Bid Bond
2. Conn Strux, Plainville, Connecticut
\$358,095 base bid
\$ 4,850 Alternate
160 Days to complete
Hanover Ins. Bid Bond
3. All Phase Enterprises, Stafford Springs, Connecticut
\$362,459 base bid
\$ 7,995 Alternate
150 Days to complete
Hanover Ins. Bid Bond

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Michael Stupinski
September 9, 2008
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Re: Ambulance Facility
Ellington, CT

File: 07.125


We have discussed the bid price with the low bidder who is willing to perform some value engineering to reduce his base bid price to \$350,000 budget number assigned to this project.

Following our review and evaluation, we recommend that the Town of Ellington award the contract for this work to General Builders of Wethersfield, CT for \$350,000.

We trust this information is helpful.

Very truly yours,

RUSSELL & DAWSON LLC



Robert M. Dawson, III
VP Engineering

RMD/vlk

cc: Nicholas DeCorleto
Peter Hany

Finance Officer
Ambulance Director

Fax and Mail (860) 870-3158
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